


INVITATION TO BID STATE OF LOUISIANA DIVISION OF ADMINISTRATION OFFICE OF STATE PURCHASING				BIDS WILL BE PUBLICLY OPENED: <div style="font-size: 1.2em; font-weight: bold;">MAR 06, 2007 10:00 AM</div> PURCHASING AGENCY NO. : 107001	
=====> VENDOR NO. : SOLICITATION : 2214021 FILE NO. : OPENING DATE : 03/06/07 <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 10px;"></div>		SEE NO. 8 BELOW. RETURN BID TO <div style="text-align: right;">10:00 AM</div> <div style="display: flex; justify-content: space-between;"> 2214021 03/06/07 </div> OFFICE OF STATE PURCHASING OFFICE OF STATE PURCHASING POST OFFICE BOX 94095 BATON ROUGE, LA 70804-9095 <div style="display: flex; justify-content: space-between;"> <div> BUYER : JOHN COLLINS, CPPB BUYER PHONE : (225) 342-8031 DATE ISSUED : 02/07/07 REQ. AGENCY : 107001 </div> <div style="text-align: right;">FOLD HERE--></div> </div> <div style="text-align: center; font-weight: bold;">OFFICE OF STATE PURCHASING</div> <div> AGENCY REQ. NO. : ISIS REQ. NO. : 1296898 VENDOR PHONE : FISCAL YEAR : 07 CLASS/SUBCLASS : 42568 SCHEDULED BEGIN DATE : 07/01/07 SCHEDULED END DATE : 06/30/08 T-NUMBER : 91984 </div>			
<div style="font-size: 1.1em; font-weight: bold;">FILL IN VENDOR NUMBER (FEIN), NAME AND ADDRESS ABOVE, BEFORE SUBMITTING BID.</div>					
<i>TIMES-2 BRAND NAME ROTARY FILING SYSTEM</i>					
TO BE COMPLETED BY VENDOR					
1. _____ PLEASE REMOVE FROM THIS COMMODITY CODE. 2. _____ DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF ORDER. 3. _____ % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRACTS, CASH DISCOUNTS WILL BE ACCEPTED AND TAKEN BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. 4. _____ BID BOND ATTACHED, _____ CERTIFIED CHECK ATTACHED, _____ OTHER, IF REQUIRED. 5. _____ BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING ORDER OR CONTRACT).					
INSTRUCTIONS TO BIDDERS					
1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS. 2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER. 3. THIS BID IS TO BE MANUALLY SIGNED IN INK. FOLD HERE--> 4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER. 5. AMOUNT OF BID BOND REQUIRED: _____ N/A _____ . 6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED. _____ OR _____ 0% _____ OF BID. 7. DESIRED DELIVERY: _____ 030DAYS ARO _____ 8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE. 9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION. 10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.					
VENDOR PHONE NUMBER: FAX NUMBER:		TITLE		DATE	
SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3. (MUST BE SIGNED)			NAME OF BIDDER (TYPED OR PRINTED)		

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
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<p>11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.</p> <p>12. CONFERENCE: NA NA NA</p> <p>13. BID FORMS. ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED: A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND; B. BID FILLED OUT IN PENCIL; AND C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.</p> <p>BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.</p> <p>14. STANDARDS OF QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.</p> <p>15. DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.</p> <p>16. BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.</p> <p>17. AWARDS. THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.</p> <p>18. PRICES . UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.</p> <p>19. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.</p> <p>20. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.</p>			

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<p>21. NEW PRODUCTS.</p> <p>UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.</p> <p>22. CONTRACT RENEWALS.</p> <p>UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.</p> <p>23. CONTRACT CANCELLATION.</p> <p>THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.</p> <p>24. DEFAULT OF CONTRACTOR.</p> <p>FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.</p> <p>25. ORDER OF PRIORITY.</p> <p>IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.</p> <p>26. APPLICABLE LAW.</p> <p>ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.</p> <p>27. COMPLIANCE WITH CIVIL RIGHTS LAWS.</p> <p>BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.</p> <p>28. SPECIAL ACCOMMODATION.</p> <p>ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.</p> <p>29. INDEMNITY.</p> <p>CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.</p> <p>30. SIGNATURE AUTHORITY.</p> <p>IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:</p> <ol style="list-style-type: none"> 1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR 2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR 3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY. 			

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<p>1 BID DELIVERY INSTRUCTIONS FOR STATE PURCHASING:</p> <p>BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT MAKE DELIVERIES TO OUR PHYSICAL LOCATION.</p> <p>BIDS MAY BE MAILED THROUGH THE U.S. POSTAL SERVICE TO OUR BOX AT: OFFICE OF STATE PURCHASING P O BOX 94095 BATON ROUGE LA 70804-9095</p> <p>BIDS MAY BE DELIVERED BY HAND OR COURIER SERVICE TO OUR PHYSICAL LOCATION AS FOLLOWS:</p> <p>OFFICE OF STATE PURCHASING CLAIBORNE BUILDING, SUITE 2-160 1201 NORTH THIRD STREET BATON ROUGE, LA 70802</p> <p>BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL LOCATION. THE OFFICE OF STATE PURCHASING IS NOT RESPONSIBLE FOR ANY DELAYS CAUSED BY THE BIDDER'S CHOSEN MEANS OF BID DELIVERY.</p> <p>BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE & TIME SHALL RESULT IN REJECTION OF THE BID.</p> <p>***** PUBLICIZING AWARDS. IN ACCORDANCE WITH L.A.C.34:I.535, UNSUCCESSFUL BIDDERS WILL BE NOTIFIED OF THE AWARD PROVIDED THAT THEY SUBMIT WITH THEIR BID A SELF-ADDRESSED STAMPED ENVELOPE REQUESTING THIS INFORMATION. *****</p> <p>**ATTENTION:**</p> <p>RECEIPT OF A SOLICITATION OR AWARD CANNOT BE RELIED UPON AS AN ASSURANCE OF RECEIVING FUTURE SOLICITATIONS. IN ORDER TO RECEIVE FUTURE SOLICITATIONS/AWARDS FROM THIS OFFICE, YOU MUST ENROLL IN THE PROPER CATEGORY ON LAPAC OR ON STATE PURCHASING'S AGPS BIDDERS LIST. ENROLLMENT IN LAPAC IS FREE AND PROVIDES EMAIL NOTIFICATION OF BID OPPORTUNITIES BASED UPON COMMODITIES THAT YOU SELECT.</p> <p>2 SCOPE:</p> <p>THE SUCCESSFUL BIDDER SHALL FURNISH ALL EQUIPMENT, MATERIAL, LABOR, TRANSPORTATION, ASSEMBLY, INSTALLATION, CONSULTATION, LAYOUT AND DESIGN, TRAINING OF SYSTEM OPERATING PERSONNEL, AND RELATED SERVICES WHICH IS ACCEPTABLE BY THE USER AGENCY OF THE TIMES - 2 HIGH DENSITY, MULTI-MEDIA ROTATABLE FILES MANUFACTURED BY RICHARDS-WILCOX, AUROA, ILLINOIS.</p> <p>3 ***** SUCCESSFUL VENDOR SHOULD KEEP ON FILE A COPY OF ALL ORDERS ISSUED</p>			

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AGAINST THE CONTRACT DURING THE CONTRACT PERIOD. APPROXIMATELY FOUR (4) MONTHS PRIOR TO THE END OF THE CONTRACT PERIOD THE VENDOR IS TO BE PREPARED TO SUBMIT TO THE OFFICE OF STATE PURCHASING A CONTRACT USAGE REPORT WITH COPIES OF ALL ORDERS.

THE USAGE REPORT IS TO INCLUDE THE VENDORS NAME, PHONE AND FAX NUMBERS THE PERSONS NAME WHO COMPILED THE REPORT, A SUMMARY BY LINE ITEM WITH QUANTITY PURCHASED AND TOTAL VALUE OF EACH LINE ITEM. ADDITIONALLY THE REPORT IS SUMMARIZE THE TOTAL DOLLAR VOLUME OF THE ENTIRE CONTRACT. VENDOR MAY SUBMIT COMPUTOR GENERATED REPORTS AND CAN ITEMIZE BY ORDER NUMBER, BY LINE ITEM, BUT THE LINE TOTALS, CONTRACT TOTALS AND COPIES OF ORDERS ARE REQUIRED.

- 4 TERMS AND CONDITIONS. THIS SOLICITATION CONTAINS ALL TERMS AND CONDITIONS WITH RESPECT TO THE COMMODITIES HEREIN. ANY VENDOR CONTRACTS, FORMS, TERMS OR OTHER MATERIALS SUBMITTED WITH BID MAY CAUSE BID TO BE REJECTED.
- 5 VENDOR'S FORMS. THE PURCHASE/RELEASE ORDER IS THE ONLY BINDING DOCUMENT TO BE ISSUED AGAINST THIS CONTRACT. SIGNING OF VENDOR'S FORMS IS NOT ALLOWED.
- 6 SUBSTITUTES. ONLY BRANDS AND NUMBERS STATED IN THE AWARD ARE APPROVED FOR DELIVERY UNDER THIS CONTRACT AND ANY SUBSTITUTION MUST RECEIVE PRIOR WRITTEN APPROVAL OF THE DIRECTOR OF STATE PURCHASING OR DESIGNEE.
- 7 PRICE REDUCTIONS. WHENEVER THERE IS A REDUCTION IN PRICE, WHICH IS LOWER THAN THE CONTRACT PRICE, OFFERED TO SIMILARLY SITUATED CUSTOMERS CONTRACTING FOR THE SAME PERIOD AND UNDER THE SAME TERMS AND CONDITIONS, SAID REDUCTION MUST BE PRESENTED DIRECTLY TO THE DIRECTOR OF STATE PURCHASING. NO PRICE REDUCTION ON A STATEWIDE CONTRACT MAY BE OFFERED TO AN AGENCY UNLESS THAT REDUCTION IS OFFERED TO ALL AGENCIES.
- 8 DELIVERIES. CONTRACTORS WILL MAINTAIN AN ADEQUATE SUPPLY OF ALL ITEMS IN ORDER TO MEET SPECIFIED DELIVERY.

STANDARY DELIVERY SHALL BE NO MORE THAN THIRTY (30) DAYS ARO AFTER RECEIPT OF ORDER TO AGENCY. ALL "QUICK SHIP" ITEM SHALL BE DELIVERED NO MORE THAN SEVEN (7) DAYS ARO TO AGENCY.
- 9 INVOICES. INVOICES WILL BE SUBMITTED BY THE CONTRACTOR TO THE USING AGENCY AND THE INVOICE SHALL REFER TO THE DELIVERY TICKET NUMBER, DELIVERY DATE, PURCHASE/RELEASE ORDER NUMBER. QUANTITY, UNIT PRICE, AND DELIVERY POINT. A SEPARATE INVOICE FOR EACH ORDER DELIVERED AND ACCEPTED SHALL BE SUBMITTED BY THE CONTRACTOR IN DUPLICATE DIRECTLY TO THE ACCOUNTING DEPARTMENT OF THE USING AGENCY. INVOICES SHALL SHOW THE AMOUNT OF ANY CASH DISCOUNT AND SHALL BE SUBMITTED ON THE CONTRACTOR'S OWN INVOICE FORM.

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<div>10</div> <p>PAYMENT. PAYMENT WILL BE MADE ON THE BASIS OF UNIT PRICE AS LISTED IN THIS CONTRACT; SUCH PRICE AND PAYMENT WILL CONSTITUTE FULL COMPENSATION OF FURNISHING AND DELIVERING THE CONTRACT COMMODITIES. IN NO CASE WILL THE STATE AGENCY REFUSE TO MAKE PARTIAL PAYMENTS TO THE CONTRACTOR ALTHOUGH ALL ITEMS HAVE NOT BEEN DELIVERED. THIS PAYMENT IN NO WAY RELIEVES THE CONTRACTOR OF HIS RESPONSIBILITY TO EFFECT SHIPMENT OF THE BALANCE OF THE ORDER. PAYMENT WILL BE TO VENDOR AND ADDRESS AS SHOWN ON ORDER.</p> <div>11</div> <p>VENDOR LIST. THE BIDDER WHO SIGNS THE BID WILL BE DESIGNATED AS PRIME CONTRACTOR ON ANY CONTRACT RESULTING FROM THIS SOLICITATION. IF ADDITIONAL DISTRIBUTOR VENDORS ARE AUTHORIZED TO RECEIVE ORDERS FOR ITEMS CONTAINED IN SAID CONTRACT, THE BIDDER MUST SUBMIT WITH THE BID, A LIST OF THOSE ADDITIONAL AUTHORIZED DISTRIBUTORS INCLUDING THE COMPLETE BUSINESS ADDRESS. THE PRIME CONTRACTOR WILL BE RESPONSIBLE FOR THE ACTIONS OF ANY DISTRIBUTOR VENDORS LISTED.</p> <div>12</div> <p>PREFERENCE. IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.</p> <p>DO YOU CLAIM THIS PREFERENCE? YES_____</p> <p>SPECIFY LINE NUMBER (S) : _____</p> <p>_____</p> <p>SPECIFY LOCATION WITHIN LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, PRODUCED, GROWN OR ASSEMBLED: _____</p> <p>_____</p> <p>(NOTE: IF MORE SPACE IS REQUIRED, INCLUDE ON SEPARATE SHEET.)</p> <p>DO YOU HAVE A LOUISIANA BUSINESS WORKFORCE? YES_____ NO_____</p> <p>IF SO, DO YOU CERTIFY THAT AT LEAST FIFTY PERCENT (50%) OF YOUR LOUISIANA BUSINESS WORKFORCE IS COMPRISED OF LOUISIANA RESIDENTS?</p> <p>YES_____ NO_____</p> <p>FAILURE TO SPECIFY ABOVE INFORMATION MAY CAUSE ELIMINATION FROM PREFERENCES. PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.</p> <div>13</div> <p>**** PLEASE NOTE - ACTION NEEDED IN THIS CLAUSE HAS CHANGED**** ***** COOPERATIVE PURCHASE. POLITICAL SUBDIVISIONS OF THE STATE, QUASI STATE AGENCIES, AND EXTERNAL PROCUREMENT UNITS (DESCRIBED BELOW), MAY BE PERMITTED TO PURCHASE FROM CONTRACTS MADE BY THE OFFICE OF STATE PURCHASING. THE BIDDER MAY, AT ITS OPTION, PERMIT POLITICAL SUBDIVISIONS OF THE STATE, QUASI STATE AGENCIES, AND EXTERNAL PROCUREMENT UNITS TO PURCHASE FROM ANY CONTRACTS AWARDED AGAINST THIS SOLICITATION. PLEASE CHECK ALL THAT APPLY:</p>			

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<p>_____ BIDDER PERMITS ANY CONTRACT AWARDED TO APPLY TO QUASI STATE AGENCIES OR OTHER POLITICAL SUBDIVISIONS OF THE STATE.</p> <p>_____ BIDDER PERMITS ANY CONTRACT AWARDED TO APPLY TO AGENCIES OF THE UNITED STATES GOVERNMENT.</p> <p>_____ BIDDER PERMITS ANY CONTRACT AWARDED TO APPLY TO OTHER BUYING ORGANIZATIONS (OTHER THAN THE UNITED STATES GOVERNMENT), NOT LOCATED IN THIS STATE WHICH, IF LOCATED IN THIS STATE, WOULD QUALIFY AS A PUBLIC PROCUREMENT UNIT.</p> <p>14 ACCEPTANCE. UNLESS OTHERWISE SPECIFIED, BIDS ON THIS CONTRACT WILL BE ASSUMED TO BE FIRM FOR ACCEPTANCE FOR A MINIMUM OF 60 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE SPECIFIED CONTRACT PERIOD.</p> <p>15 CONTRACT REVISIONS. REQUESTS FOR REVISIONS TO THIS CONTRACT MUST BE ADDRESSED TO THE DIRECTOR OF STATE PURCHASING AND SHALL REFER THE CONTRACT ITEM NUMBER WITH JUSTIFICATION OF THE REQUEST. DISTRIBUTOR VENDOR CHANGES, PRICE REDUCTIONS AND JUSTIFIABLE ITEM DELETIONS MAY BE CONSIDERED DURING THE CONTRACT PERIOD. NEW ITEM ADDITIONS WILL BE CONSIDERED ONLY ON THE ANNIVERSARY DATE OF THE CONTRACT. EXCEPTIONS TO THIS WILL BE ALLOWED ONLY WHEN STATE PURCHASING HAS DETERMINED ADDITIONS WILL BE OF SUBSTANTIAL BENEFIT TO THE STATE AND WILL JUSTIFY THE TIME, EFFORT AND COST REQUIRED TO MAKE SUCH ADDITIONS.</p> <p>CONTRACTOR MUST IMMEDIATELY NOTIFY THE OFFICE OF STATE PURCHASING WHEN ANY DEALER ON THIS CONTRACT IS TERMINATED, RELOCATED OR ADDED. ALL ORDERS PLACED WITH DEALERS PRIOR TO RECEIPT OF SUCH NOTIFICATION BY THE OFFICE OF STATE PURCHASING MUST BE HONORED. REVISIONS WILL BECOME EFFECTIVE ONLY UPON APPROVAL BY THE DIRECTOR OF STATE PURCHASING OR DESIGNEE. BIDDER SHOULD INCLUDE WITH BID A LIST OF ALL PERSONS, IN ADDITION TO THE SIGNER OF THIS BID, WHO ARE AUTHORIZED TO REQUEST REVISIONS TO THIS CONTRACT.</p> <p>16 CONTRACTUAL PERIOD. THE STATE OF LOUISIANA INTENDS TO AWARD ALL ITEMS FOR AN INITIAL PERIOD, NOT TO EXCEED 12 MONTHS. DELAYS IN AWARDING, BEYOND THE ANTICIPATED STARTING DATE, MAY RESULT IN A CHANGE IN THE CONTRACT PERIOD. IF THE SITUATION OCCURS, AN AWARD MAY BE MADE FOR LESS THAN 12 MONTHS.</p> <p>17 QUANTITIES. THIS IS AN OPEN-ENDED REQUIREMENTS CONTRACT. QUANTITIES SHOWN ARE BASED ON THE PREVIOUS CONTRACT USAGE OR ESTIMATES. WHERE USAGE IS NOT AVAILABLE, A QUANTITY OF 1 INDICATES A LACK OF HISTORY ON THIS ITEM. THE SUCCESSFUL BIDDER MUST SUPPLY AT BID PRICES ACTUAL REQUIREMENTS AS ORDERED WHETHER THE TOTAL OF SUCH REQUIREMENTS ARE MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>18 ORDERS. ALL STATE AGENCIES ARE TO ISSUE CONTRACT RELEASE ORDERS FOR THE ITEMS REQUIRED, AS AND WHEN NEEDED. POLITICAL SUBDIVISIONS OF THE STATE AND QUASI AGENCIES WHO HAVE BEEN AUTHORIZED TO PURCHASE FROM CONTRACTS MADE BY THE OFFICE OF STATE PURCHASING, ARE TO ISSUE THEIR</p>			

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REGULAR PURCHASE ORDERS DIRECTLY TO THE SUPPLIER, MAKING REFERENCE TO THE CONTRACT AND ITEM NUMBER.

19 CERTIFICATION OF NO SUSPENSION OR DEBARMENT. BY SIGNING AND SUBMITTING ANY BID FOR \$100,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN OMB CIRCULAR A-133.

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT WWW.EPLS.GOV

20 CONTRACT PERFORMANCE EVALUATION
 IN AN EFFORT TO IMPROVE OUR CONTRACTS TO MEET THE NEEDS OF THE AGENCIES WE SERVE, THE CONTRACTOR'S PERFORMANCE WILL BE MONITORED. AGENCIES' FEEDBACK WILL BE REQUESTED REGARDING CUSTOMER SERVICE, DELIVERY, PRODUCT QUALITY, BILLING, OVERALL EFFECTIVENESS OF THE CONTRACT, AND ANY NEEDED CHANGES. THEIR RESPONSES WILL BE CONSIDERED IN DETERMINING OUR OPTIONS FOR RENEWALS OR REVISIONS AND REBIDDING. TO VIEW THE CONTENT OF THE CONTRACT PERFORMANCE EVALUATION FORM, GO TO WWW.STATE.LA.US/OSP/ONLINEFORMS/FORMLISTING.HTM OR CALL FOR A COPY.

AGENCY REPORTS OF DEFICIENT PERFORMANCE WILL BE APPROPRIATELY ADDRESSED DURING THE CONTRACT PERIOD.

21 PRICE ADJUSTMENTS: THE PRICE LIST (S) BID SHALL REMAIN FIRM AND EFFECTIVE FOR THE DURATION OF THE CONTRACT PERIOD. PRICE ADJUSTMENTS WILL BE CONSIDERED FOR SUBSEQUENT ANNUAL CONTRACT RENEWALS. THE CONTRACTOR MUST SUBMIT WRITTEN REQUEST FOR PRICE ADJUSTMENTS TO THE DIRECTOR OF STATE PURCHASING AT LEAST THIRTY (30) DAYS PRIOR TO CONTRACT ANNIVERSARY. NO ADJUSTMENT SHALL BE EFFECTIVE UNTIL APPROVED IN WRITING BY THE OFFICE OF STATE PURCHASING. THE STATE RESERVES THE RIGHT TO ACCEPT THE PRICE ADJUSTMENT OR REBID THE CONTRACT. ORDERS SHALL BE INVOICED AT THE CONTRACT PRICES IN EFFECT ON THE DATE OF THE OF THE AGENCY'S RELEASE ORDER.

PRICE ADJUSTMENTS SHALL BE BASED ON THE PRODUCER PRICE INDEX (PPI), PRODUCT CODE 3372143372147 INSTITUTIONAL FURNITURE, OFFICE STORAGE UNITS,FILES/TABLES NON WOOD AS PUBLISHED BY THE US DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON DC. THE BASE INDEX SHALL BE THE INDEX ANNOUNCED FOR THE MONTH IN WHICH THE BID OPENS. PRICE ADJUSTMENTS (PERCENT CHANGES) SHALL BE CALCULATED BY APPLYING THE STANDARD PPI FORMULA TO THE BASE INDEX. PRICE ADJUSTMENTS SHALL BE APPLIED TO THE ORIGINAL PRICE LIST(S) ACCEPTED. PRICE ADJUSTMENTS FOR EACH SUBSEQUENT CONTRACT RENEWAL PERIOD WILL BE CALCULATED FROM THE BASE INDEX RE-ESTABLISHED AT THE TIME OF PERVIOUSLY APPROVED PRICE.

22 THIS AGREEMENT IS NON-EXCLUSIVE AND SHALL NOT IN ANY WAY PRECLUDE STATE AGENCIES FROM ENTERING INTO SIMILAR AGREEMENTS AND/OR ARRANGEMENTS WITH OTHER VENDORS OR FROM ACQUIRING SIMILAR, EQUAL OR LIKE GOODS AND/OR SERVICES FROM OTHE ENTITIES OR SOURCES.

23 COMPENSATION INSURANCE, PUBLIC LIABILITY, AND PROPERTY DAMAGE INSURANCE, AS OUTLINED BELOW, ARE REQUIRED IN THIS BID.

CONTRACTOR'S LIABILITY INSURANCE:

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PROOF OF INSURANCE SHOULD BE SUPPLIED WITH THE BID AND WILL BE REQUIRED BEFORE WORK CAN COMMENCE.

INSURANCE COVERAGE SPECIFIED BELOW SHALL BE FURNISHED WITH THE FOLLOWING MINIMUM LIMITS:

COMPENSATION INSURANCE: THE CONTRACTOR AND SUBCONTRACTORS SHALL TAKE AND MAINTAIN DURING THE LIFE OF THE CONTRACT WORKMAN'S COMPENSATION INSURANCE FOR ALL OF THEIR EMPLOYEES EMPLOYED AT THE SITE OF THE PROJECT. IN CASE ANY CLASS OF EMPLOYEES ENGAGED IN HAZARDOUS WORK UNDER THE WORKMAN'S COMPENSATION STATUTE, THE CONTRACTOR AND SUBCONTRACTOR SHALL PROVIDE EMPLOYER'S LIABILITY INSURANCE FOR THE PROTECTION OF THEIR EMPLOYEES NOT OTHERWISE PROTECTED.

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE: COMPREHENSIVE PUBLIC GENERAL LIABILITY INSURANCE, INCLUDING BUT NOT LIMITED TO BODILY INJURY, PROPERTY DAMAGE, CONTRACTUAL LIABILITY, PRODUCTS LIABILITY, COMPLETED OPERATIONS AND OWNER'S PROTECTIVE LIABILITY WITH COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE WITH A MINIMUM AGGREGATE OF \$1,000,000.

LICENSED AND NON-LICENSED MOTOR VEHICLES: THE CONTRACTOR SHALL TAKE OUT AND MAINTAIN DURING THE LIFE OF THE CONTRACT, AUTOMOBILE PUBLIC LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE FOR BODILY INJURY/PROPERTY DAMAGE. IF ANY NON-LICENSED MOTOR VEHICLES ARE ENGAGED IN OPERATIONS WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO PERFORM THEREUNDER, SUCH INSURANCE SHALL COVER THE USE OF ALL SUCH MOTOR VEHICLES ENGAGED IN OPERATING WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO BE PERFORMED THEREUNDER, UNLESS SUCH COVERAGE IS INCLUDED IN THE INSURANCE SPECIFIED.

24 AT THE OPTION OF THE STATE OF LOUISIANA AND ACCEPTANCE BY THE CONTRACTOR, THIS CONTRACT MAY BE EXTENDED FOR TWO ADDITIONAL TWELVE (12) MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. TOTAL CONTRACT TIME MAY NOT EXCEED THIRTY-SIX (36) MONTHS.

25 ALL BIDDERS MUST BE AUTHORIZED BY THE MANUFACTURER TO SELL AND SERVICE THE PRODUCTS BID. THE DIVISION OF ADMINISTRATION RESERVES THE RIGHT TO REQUIRE ANY CURRENT DOCUMENTATION TO SUBSTANTIATE THE BIDDER'S RELATIONSHIP WITH THE MANUFACTURER.

THE STATE OF LOUISIANA SHALL AWARD THIS CONTRACT IN ACCORDANCE WITH THE TERMS AND CONDITIONS CONTAINED IN THIS INVITATION TO BID (ITB). CONTRACTORS SHALL REFRAIN FROM SUBMITTING EXCEPTIONS OR CLARIFICATIONS TO THE STATES TERMS AND CONDITIONS, HOWEVER, IF A CONTRACTOR DOES SUBMIT EXCEPTIONS OR CLAIRIFICATIONS, THE BID MAY BE REJECTED. IN NO INSTANCE SHALL AN EXCEPTION OR CLEARIFICATION TAKE PRECEDENT OVER THE TERMS AND CONDITIONS CONTAINED IN THE BID.

SERVICES TO THE AGENCIES; A NETWORK OF TRAINED, FACTORY AUTHORIZED DEALERS SHALL BE AVAILABLE TO ASSIST IN PLANNING, LAYOUT, DESIGNING TRAINING OF OPERATING PERSONNEL, AND OTHER SERVICE NEEDS OF THE

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USER AGENCIES, AT NO ADDITIONAL COST.

RISK OF LOSS/PASSAGE OF TITLE: TITLE TO THE EQUIPMENT PURCHASED UNDER THIS CONTRACT SHALL PASS FROM THE CONTRACTOR TO THE STATE ON THE DATE OF INSTALLATION FOR CONTRACTOR-INSTALLED EQUIPMENT OR ON THE DATE OF DELIVERY FOR STATE INSTALLED EQUIPMENT. PRIOR TO THE PASSAGE OF TITLE, ALL RISK OF LOSS OR DAMAGE SHALL BO ON THE CONTRACTOR.

WARRANTY: ALL TIMES-2 SPEED FILES SHALL BE WARRANTIED AGAINST DEFECTIVE WORKMANSHIP AND MATERIALS FOR FIVE (5) YEARS, THE BASE MECHANISM FOR A PERIOD OF TEN (10) YEARS, AND LABOR FOR THE FIRST THREE (3) YEARS.

COLOR AVAILABILITY:
STATE ALL STANDARD COLORS THAT ARE AVAILABLE WITHOUT AN UP-CHARGES.

STATE ANY LIMITATIONS FOR "QUICK-SHIP" ITEMS

STATE ALL COLORS AVAILABLE FOR "QUICK SHIP" DELIVERY

PRICE LIST: BIDDER MUST SUBMIT THE MANUFACTURER'S PRICE LIST BID, AND MUST STATE THE PRICING STRUCTURE OFFERED UNDER THIS CONTRACT (E.G. GSA LESS 5%, COMMERCIAL LESS 25%, RETAIL LESS 50%, ETC.). THE PRICE LIST BID SHOULD BE THE MANUFACTURER'S MOST RECENTLY PUBLISHED AND NATIONALLY RECOGNIZED PRICE LIST. THE STATE OF LOUISANADOES NOT INTEND TO AWARD ANY CONTRACT WHICH IS OFFERED AT THE MANUFACTURER'S FULL LIST PRICE.

STATE PRICE LIST NAME & NUMBER BID

STATE PRICE LIST DATE BID.

STATE PRICING STRUCTURE BID

THE PRICE LIST AND PRICING STRUCTURE BID ON THE ITEMIZED PARTS MUST ALSO APPLY TO THE BALANCE OF THE MANUFACTURER'S PRICE LIST LINE FOR APPROVED ADDITIONS TO THE CONTRACT.

ADDITIONS TO CONTRACT: THE DIVISION OF ADMINISTRATION MAY CONSIDER THE ADDITION OF ITEMS TO THE CONTRACT DURING ITS TERM UPON AGENCY REQUEST AND PURCHASE COMMITMENT. APPROVED ADDITIONS WILL BE PRICED IN ACCORDANCE WITH THE SUCCESSFUL BIDDER'S QUOTED PRICE LIST AND PRICING STRUCTURE.

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	UNLESS SPECIFIED ELSEWHERE SHIP TO: STATEWIDE DELIVERY				
00001	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN FIVE TIER STARTER, 60-7/8"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDESTAL, FIXED BOTTOM SHELF, 10 ADJUSTABLE SHELVES (5 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 240 SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		
00002	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN FIVE TIER STARTER, 60-7/8"H, LEGAL/EDP- SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 10 ADJUSTABLE SHELVES (5 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 300 SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		
00003	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN FIVE TIER ADD-ON, 60-7/8"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 10 ADJUSTABLE SHELVES (5 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 240	1	EACH		

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00004	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN FIVE TIER ADD-ON, 60-7/8"H, LEGAL/EDP SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 10 ADJUSTABLE SHELVES (5 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 300 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00005	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, FIVE TIER STARTER UNIT, 60-7/8"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 240 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00006	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, FIVE TIER STARTER UNIT, 60-7/8"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 300	1	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00007	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, FIVE TIER ADD-ON, 60-7/8"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 240 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00008	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, FIVE TIER ADD-ON UNIT, 60-7/8"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 300 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00009	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SIX TIER STARTER, 71-3/8"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 12 ADJUSTABLE SHELVES (6 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 288	3	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00010	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SIX TIER STARTER, 71-3/8"H, LEGAL/EDP-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 12 ADJUSTABLE SHELVES (6 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 360 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	3	EACH	_____	_____
00011	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SIX TIER ADD-ON, 71-3/8"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 12 ADJUSTABLE SHELVES (6 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 288 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	2	EACH	_____	_____
00012	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SIX TIER ADD ON, 71-3/8"H, LEGAL/EDP-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 12 ADJUSTABLE SHELVES (6 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 360	1	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00013	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SIX TIER STARTER UNIT, 71-3/8"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDERS LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 288 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	13	EACH	_____	_____
00014	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SIX TIER STARTER UNIT, 71-3/8"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 360 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00015	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SIX TIER ADD-ON UNIT, 71-3/8"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 288	17	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00016	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SIX TIER ADD-ON UNIT, 71-3/8"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 360 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00017	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SEVEN TIER STARTER, 82"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 14 ADJUSTABLE SHELVES (7 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCES: 336 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	47	EACH	_____	_____
00018	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SEVEN TIER STARTER, 82"H, LEGAL/EDP- SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 14 ADJUSTABLE SHELVES (7 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 420	27	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00019	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SEVEN TIER ADD-ON, 82"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 14 ADJUSTABLE SHELVES (7 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 336 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	92	EACH	_____	_____
00020	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SEVEN TIER ADD-ON, 82"H, LEGAL/EDP-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 14 ADJUSTABLE SHELVES (7 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 420 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	17	EACH	_____	_____
00021	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SEVEN TIER STARTER UNIT, 82"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 336	21	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00022	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SEVEN TIER STARTER UNIT, 82"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 420 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	6	EACH	_____	_____
00023	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SEVEN TIER ADD-ON UNIT, 82"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 336 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	61	EACH	_____	_____
00024	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, SEVEN TIER ADD-ON UNIT, 82"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 420	11	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
_____	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00025	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EIGHT TIER STARTER, 92-1/2"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 16 ADJUSTABLE SHELVES (8 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 384 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	24	EACH	_____	_____
00026	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EIGHT TIER STARTER, 92-1/2"H, LEGAL/EDP-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 16 ADJUSTABLE SHELVES (8 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 480 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	18	EACH	_____	_____
00027	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EIGHT TIER ADD-ON, 92-1/2"H, LETTER-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 16 ADJUSTABLE SHELVES (8 PER SIDE), AND 2 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 384	57	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00028	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EIGHT TIER ADD-ON, 92-1/2"H, LEGAL/EDP-SIZE MODULAR UNIT FURNISHED WITH CYLINDER LOCK, FOOT PEDAL, FIXED BOTTOM SHELF, 16 ADJUSTABLE SHELVES (8 PER SIDE), AND 3 DIVIDERS PER SHELF. TOTAL LINEAL FILING INCHES: 480 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	24	EACH	_____	_____
00029	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, EIGHT TIER STARTER UNIT, 92-1/2"H LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 384 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	4	EACH	_____	_____
00030	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, EIGHT TIER STARTER, 92-1/2"H, LEGAL/EDP-SIZE MODULAR UNITS WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 480	3	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00031	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, EIGHT TIER ADD-ON UNIT, 92-1/2"H, LETTER-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 384 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	13	EACH	_____	_____
00032	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN EMPTY, EIGHT TIER ADD-ON UNIT, 92-1/2"H, LEGAL/EDP-SIZE MODULAR UNIT WITHOUT SHELVES OR DIVIDERS. FURNISHED WITH CYLINDER LOCK, FOOT PEDAL AND FIXED BOTTOM SHELF ONLY. TOTAL LINEAL FILING INCHES: 480 SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00033	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN STANDARD SHELF, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	925	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00034	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN STANDARD SHELF, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	205	EACH	_____	_____
00035	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN RECESSED SHELF, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00036	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN RECESSED SHELF, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00037	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SHELF DIVIDER, 10"H, LETTER-SIZE, 6/6X 5 EACH PER PACK SPECIFY BRAND (& NUMBER IF APPLICABLE)	181	PKG	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2214021 OPEN DATE : 03/06/07 TIME: 10:00 AM T-NUMBER : 91984		BIDDER:			PAGE 23
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00038	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SHELF DIVIDER, 11-3/4"H, LETTER-SIZE, 5/6X SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	327	PKG	_____	_____
00039	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN SHELF DIVIDER, 13-1/2"H, LETTER-SIZE, 5/6 X SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	41	PKG	_____	_____
00040	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN OBLIQUE RACK, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	6	EACH	_____	_____
00041	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN OBLIQUE RACK, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2214021 OPEN DATE : 03/06/07 TIME: 10:00 AM T-NUMBER : 91984		BIDDER:			PAGE 24
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00042	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT DRAWER, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	454	EACH		
00043	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT DRAWER, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	24	EACH		
00044	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN END SUPPORT (PLUGS INTO SIDE OF DRAWER) LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	672	EACH		
00045	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN END SUPPORT (PLUGS INTO SIDE OF DRAWER) LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF	20	EACH		

PRICE SHEET		INVITATION TO BID			
NUMBER : 2214021 OPEN DATE : 03/06/07 TIME: 10:00 AM T-NUMBER : 91984		BIDDER:			PAGE 25
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	APPLICABLE)				
00046	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT CARD DRAWER, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		
00047	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT CARD DRAWER, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	6	EACH		
00048	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN HANGING FOLDER FRAME (FOR USE WITH #480 ROLLOUT DRAWER), LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	106	EACH		
00049	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN HANGING FOLDER FRAME (FOR USE WITH #481 ROLLOUT DRAWER), LEGAL/EDP SIZE	15	EACH		

PRICE SHEET		INVITATION TO BID			
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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____ _____				
00050	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT HANGING FOLDER FRAME, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00051	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT HANGING FOLDER FRAME, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00052	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT REFERENCE SHELF, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	211	EACH	_____	_____
00053	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN ROLLOUT REFERENCE SHELF, LEGAL/EDP SIZE	62	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
_____	SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00054	COMMODITY CODE: 425-68-017873 SECURITY DRAWERS, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	2	EACH	_____	_____
00055	COMMODITY CODE: 425-68-017873 SECURITY DRAWER, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00056	COMMODITY CODE: 425-68-017873 STANDARD MAGNETIC FOLLOWER, 7-1/2" H X 7" W X 4-1/4" FOOT SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	147	EACH	_____	_____
00057	COMMODITY CODE: 425-68-017873 CARD HOLDER, MAGNETIC, HOLDS 3" X 5" CARD SPECIFY BRAND (& NUMBER IF APPLICABLE)	232	EACH	_____	_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00058	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 5-TIER CLOSING STRIP, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		
00059	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 5-TIER CLOSING STRIP, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		
00060	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 6-TIER CLOSING STRIP, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	8	EACH		
00061	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 6-TIER CLOSING STRIP, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE)	1	EACH		

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00062	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 7-TIER CLOSING STRIP, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	26	EACH	_____	_____
00063	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 7-TIER CLOSING STRIP, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	14	EACH	_____	_____
00064	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 8-TIER CLOSING STRIP, LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	2	EACH	_____	_____
00065	_____ COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN 8-TIER CLOSING STRIP, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	13	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00066	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN DUAL PEDAL KIT (FOR FIELD INSTALLATION) LETTER-SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	19	EACH	_____	_____
00067	COMMODITY CODE: 425-68-017873 ROTARY FILING SYSTEMS - TIMES -2 BN DUAL PEDAL KIT (FOR FIELD INSTALLATION) LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	6	EACH	_____	_____
00068	COMMODITY CODE: 425-68-017873 DRAWER DIVIDER, LETTER SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	1	EACH	_____	_____
00069	COMMODITY CODE: 425-68-017873 DRAWER DIVIDER, LEGAL/EDP SIZE SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	13	EACH	_____	_____